



**AGENDA OF THE REGULAR SESSION
CITY OF AUBURN
HISTORIC DESIGN REVIEW COMMISSION
1225 LINCOLN WAY, AUBURN, CA 95603**

**December 3, 2013
6:00 PM**

Historic Design Review Commissioners

Matt Spokely, Chairman
Roger Luebke
Fred Vitas
Nick Willick
Lisa Worthington
Liz Briggs
Cindy Combs
Terry Green
Kathryn Kratzer-Yue

City Staff

Will Wong, Community Development Director

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF MINUTES**

June 4, 2013
September 3, 2013
November 5, 2013

- IV. PUBLIC COMMENT**

This is the time provided so that persons may speak to the Commission on any item not on this agenda. Please make your comments as brief as possible. The Commission cannot act on items not included on this agenda; however, the items will be automatically referred to City staff.

- V. COMMISSION BUSINESS**

- A. Historic Design Review Commission Powers and Duties Ad Hoc Committee(s) to provide status updates.

- VI. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS**

- A. City Council Meetings
 - B. Future Historic Design Review Commission Meetings
 - C. Reports

VII. HISTORIC DESIGN REVIEW COMMISSION REPORTS

The purpose of these reports is to provide a forum for Historic Design Review Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

VIII. FUTURE HISTORIC DESIGN REVIEW COMMISSION AGENDA ITEMS

Historic Design Review Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

IX. ADJOURNMENT

Thank you for attending the meeting. The Historic Design Review Commission welcomes your interest and participation. If you want to speak on any item on the agenda, as directed by the Chair, simply go to the lectern, give your name, address, sign in and speak on the subject. Please try to keep your remarks to a maximum of five minutes, focus on the issues before the Historic Design Review Commission and try not to repeat information already given to the Commission by a prior speaker. Always speak into the microphone, as the meeting is recorded on tape. It is the policy of the Commission not to begin consideration of a project after 10:00 PM. Such projects will be continued to the next meeting.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Community Development Department during normal business hours.

**MINUTES OF THE
AUBURN CITY HISTORIC DESIGN REVIEW COMMISSION MEETING
June 4, 2013**

The regular session of the Auburn City Historic Design Review Commission meeting was called to order on June 4, 2013 at 6:00 p.m. by Chair Spokely in the Council Chambers, 1225 Lincoln Way, Auburn, California.

COMMISSIONERS PRESENT: Luebkehan, Spokely, Vitas, Willick, Worthington, Combs, Green, Kratzer-Yue

COMMISSIONERS ABSENT: Briggs

STAFF PRESENT: Will Wong, Community Development Director

I. CALL TO ORDER

Commissioner Vitas called the hearing to order

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

None

IV. PUBLIC COMMENT

None

Chairman Spokely arrived at the hearing.

V. COMMISSION BUSINESS

A. Commission Powers and Duties Ad Hoc Committee discussion pursuant to Section 159.496 (A)(5) as stated:

§159.496 (A)(5) Render advice and guidance, upon request of the owner or occupant of the property, on the restoration, alternation, decoration, landscaping or maintenance of any cultural resource including landmarks, sites, districts or neighboring properties within public view;

Chairman Spokely opened the discussion on Duty #5.

Director Wong commented that the ad hoc committee had a presentation for the Commission.

Commissioner Willick reviewed progress by the committee to date. The committee suggested improving outreach to the public in regards to historic resources and issues by updating the City's website and preparing an informational brochure.

Commissioner Luebke stated he would provide Commissioners with a link to the draft web page and asked for comments and suggestions.

The Commission and Director Wong discussed the steps for making changes to the City's website.

Commissioner Willick asked commissioners to forward comments about the brochure and website to him.

Chairman Spokely closed discussion on Duty #5. He noted that Duties #6 and #10 were not ready for this meeting and that he would take the lead coordinating the ad hoc committees for both duties.

The Commission discussed different subcommittee duties, timing for bringing items forward, and expectations for materials and information presented to the Commission. The Commission agreed to focus committee efforts to no more than two items at a time.

Chairman Spokely closed the Commission's discussion.

VI. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

A. City Council Meetings

None

B. Future Historic Design Review Commission Meetings

None

C. Reports

None

VII. HISTORIC DESIGN REVIEW COMMISSION REPORTS

None

VIII. FUTURE HISTORIC DESIGN REVIEW COMMISSION AGENDA ITEMS

None

IX. ADJOURNMENT

The meeting adjourned at 6:28 p.m.

Respectfully submitted,

Reg Murray
Senior Planner

**MINUTES OF THE
AUBURN CITY HISTORIC DESIGN REVIEW COMMISSION MEETING
September 3, 2013**

The regular session of the Auburn City Historic Design Review Commission meeting was called to order on September 3, 2013 at 6:00 p.m. by Chair Spokely in the Council Chambers, 1225 Lincoln Way, Auburn, California.

COMMISSIONERS PRESENT: Luebkehan, Willick, Vitas, Worthington, Briggs, Combs, Green, Kratzer-Yue & Spokely

COMMISSIONERS ABSENT: None

STAFF PRESENT: Lance E. Lowe, AICP, Associate Planner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

August 6, 2013

IV. PUBLIC COMMENT

None

V. PUBLIC HEARING ITEMS

A. HISTORIC DESIGN REVIEW – 994 LINCOLN WAY (CHURCH OF CHRIST SCIENTISTS) – FILE HDR 13-07. The applicant requests Historic Design Review Commission approval for an 18 inch Valance on the southeast building façade located at 994 Lincoln Way.

Planner Lowe presented the proposal for Historic Design Review Commission Consideration.

Commissioner Worthington asked about the Exhibit D-1, which illustrated the proposed 18-inch Valance and signage.

Planner Lowe clarified Exhibit D-1 and that the Valance would be brown. No signage is proposed other than the address.

Chairman Spokely asked about the head clearance of the Valance. Planner Lowe noted that the Valance will be over a landscape planter and not the sidewalk.

Chairman Spokely opened the public hearing.

Jeannie Appell, on behalf of the Church of Christ Scientist, addressed the Commission. Ms. Appell clarified the clearances and design of the Valance.

Commissioner Worthington asked about the scallops and final design of the Valance.

Ms. Appell noted that the final design will not include the number and design of the scallops shown in the rendering. The Valance will have a tapered look vs. a scalloped look.

Chairman Spokely closed the public hearing.

Commissioner Vitas **MOVED** to adopt Historic Design Review Resolution No. 16-10 as presented.

Commissioner Willick **SECONDED** the motion.

AYES:	Luebke, Willick, Worthington, Vitas, Briggs, Combs, Green, Kratzer-Yue & Spokely
NOES:	None
ABSTAIN:	None
ABSENT:	None

VI. COMMISSION BUSINESS

- A. Commission Powers and Duties Ad Hoc Committees to provide verbal update pursuant to AMC Sections 159.496 (A)(7) as stated:

§159.496 (A)(7) Recommend to the City Council, from time to time or as events warrant, recognition of owners or occupants of structures, improvements or sites by means of certificates, plaques, markers, or commendations who have restored, renovated and/or maintained their property in an exemplary manner.

Commissioner Green provided an outline to the Historic Design Review Commission. Commissioner Green noted that the sub-committee wanted to take an inventory of buildings that may qualify by state or local historical standards. Commissioner Green noted that property owners should be recognized for their efforts in maintaining and restoring their properties, with a plaque or other insignia.

Commission Green noted that a body of qualified individuals may need to be solicited to provide input on qualifying buildings and properties.

Commissioner Green noted that if any of the Commissioners had any ideas regarding how to recognize property owners, input is welcomed.

The Commissioner discussed various options for identifying historical properties.

VII. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

A. City Council Meetings

Planner Lowe provided an overview of the recent Council meetings, including the Road Naming Ordinance.

B. Future Historic Design Review Commission Meetings

Planner Lowe noted that a Historic Design Review Commission meeting will be held on October 1, 2013.

C. Reports

None

VIII. HISTORIC DESIGN REVIEW COMMISSION REPORTS

None

IX. FUTURE HISTORIC DESIGN REVIEW COMMISSION AGENDA ITEMS

None

X. ADJOURNMENT

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Lance E. Lowe, AICP, Associate Planner

**MINUTES OF THE
AUBURN CITY HISTORIC DESIGN REVIEW COMMISSION MEETING
November 5, 2013**

The regular session of the Auburn City Historic Design Review Commission meeting was called to order on November 5, 2013 at 6:00 p.m. by Vice Chair Worthington in the Council Chambers, 1225 Lincoln Way, Auburn, California.

COMMISSIONERS PRESENT: Luebkehan, Willick, Vitas, Worthington, Briggs, Combs, Green, Kratzer-Yue & Spokely

COMMISSIONERS ABSENT: None

STAFF PRESENT: Will Wong, Community Development Director

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

Minutes of October 1, 2013 and October 15, 2013 approved as amended.

IV. PUBLIC COMMENT

None

V. PUBLIC HEARING ITEMS

A. HISTORIC DESIGN REVIEW – 251 ELM AVENUE (AWI FAÇADE IMPROVEMENT) – FILE HDR 13-11. The applicant requests Historic Design Review Commission approval for a front façade improvement and re-painting for property located at 251 Elm Avenue.

Director Wong summarized the request, describing the lighting, paint color, awning and siding.

Michael Burke, 13167 Dry Creek Road, spoke representing the project. He said that the metal awning would be as depicted on Exhibit B of the staff report. Commissioner Green agreed that the “shed” type awning on Exhibit B would be preferred over the awning shown on Exhibit D. Burke also stated that the new window would be trimmed using the accent color.

Commissioner Spokely entered as this time.

Commissioner Willick noted an inconsistency in time period for condition #2. Staff noted that the time period would be changed to two years.

Commissioner Luebkehan **MOVED** to approve the project per HDRC Resolution 13-14 as amended.

Commissioner Vitas **SECONDED** the motion.

AYES: Luebkehan, Willick, Vitas, Worthington, Briggs, Combs, Green,
Kratzer-Yue
NOES: None
ABSTAIN: Spokely
ABSENT: None

The motion was **APPROVED**.

VI. COMMISSION BUSINESS

- A. Historic Design Review Commission Powers and Duties Ad Hoc Committee(s) to provide status updates.

Updates were provided by Chairman Spokely, Commissioner Combs and Commissioner Luebkehan

VII. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

- A. City Council Meetings

None

- B. Future Historic Design Review Commission Meetings

Commissioners agreed that they would meet on December 3 to continue their work on Commission Powers and Duties.

- C. Reports

None

VIII. HISTORIC DESIGN REVIEW COMMISSION REPORTS

None

IX. FUTURE HISTORIC DESIGN REVIEW COMMISSION AGENDA ITEMS

None

X. ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Respectfully submitted,
Wilfred Wong, Community Development Director

DRAFT